

Science and Technology Board Meeting - 22 Jan 98

1. The seventh planning/working group meeting for the APG Science and Technology Board convened at 0905 22 Jan, 1998.

2. Attendees:

Dr. Jim Savage, U.S. Army CBDCOM
Ms. Denise Carnaggio, Office of Economic Development
Dr. Rusty Stephens, Harford Community College
Dr. Joe Rocchio U.S. Army Research Laboratory
Mr. Nathan Boyer, U.S. Army Research Laboratory
Mr. Joe Knox, U.S. Army TECOM
Ms. Virginia To, U.S. Army Research Laboratory
Mr. Warren Hartenstine, HEAT Center
Dr. Dave Brown, U.S. Army TECOM
Mr. Anthony Pressley, U.S. Army Research Laboratory
Ms. Jeanne Rapley, U.S. Army TECOM
Ms. Joyce Landbeck, U.S. Army TECOM
Ms. Pat Sharpless, U.S. Army TECOM
Mr. Bill Murr, U.S. Army Test Center
Mr. Rich Dimmick, U.S. Army Laboratory
Mr. John Ruhl, U.S. Army Test Center
Ms. Janice Cassidy, HCC-HEAT Center
Mr. Stephen Clark, U.S. Army TECOM

3. The six technology areas were briefed by the responsible organizations, with comments provided by the working/planning group. Based upon the briefings, the following guidance was approved by the working/planning group members for each technology area presentation: Each technology area must have presentations prepared in powerpoint 4 or above and sent electronically to S. Clark by 4 Feb. Briefings will be in finalized form and ready for a dry run on 9 Feb.

4. Each presentation must follow the following format:

- Dave will have introductory viewgraph that will thread all slides together. Overview of S&T board
- Lead organization/ bona fides
- What Technology Area is
- Ongoing Activities and capabilities

- Opportunities
- Local Impact

Viewgraphs/presentations will not use acronyms.

There will be the S&T logo on one corner of the slide with the organization's logo on the other corner

There will be a transition slide between each briefing that will act as the lead-in for the following briefing

Make certain letters/pictures show up well on background.

TECOM will provide the projector and PC for the presentations. Will use knowledgeable person from TECOM to act as technical assistant.

5. The final charter to be ready by 9 Feb for S&T working/planning group meeting. TECOM Legal is providing wording to enhance the legal aspects of charter.

6. Each organization Point of Contact is responsible to ensure that signature blocks on charter are correct.

7. A technology demo area will be set up in Room 119 of the HEAT center for each technology area that desires to set up a "booth" or poster board. Each technology area will be responsible for providing an individual to staff+ that area.

8. Each designated POC will be responsible for providing statistics on their respective organizations (number of Ph.Ds, scientists and engineers, range area, etc) to S. Clark NLT 4 Feb.

9. TECOM will provide a person to assist ARL (Ginny To) in developing the WEB page for the S&T board.

10. All APG papers/presentations/handouts must be Operations Security (OPSEC) cleared by 4 Feb. OPSEC approval forms must accompany each paper/presentation/handout when forwarded to this headquarters.

11. Invitation letters for the CG signature being prepared by PAO. Will be ready 23 or 26 Jan. PAO stated autopen will be used to sign letters. Letters to be provided to CG NLT 28 Jan for signature.

12. Information on ITEA conference to highlight TECOM/ARL partnership

13. As a reminder, all organization POCs were reminded of their organizational briefing responsibilities as follows:

HQ TECOM - Dave Brown/Joe Knox/Steve Clark
APG Garrison - Bob Silcox
U.S. Army Chemical and Biological Defense Command - Jim Savage
Program Manager for Chemical Demil - Jim Savage
U.S. Army Center for Health Promotion and Preventive Medicine - Jim Savage
U.S. Army Armament, Research, Development, and Engineering Center - Dave Brown/Joe Knox/Steve Clark
U.S. Army Aberdeen Test Center - Dave Brown/Joe Knox/Steve Clark
U.S. Army Environmental Health Center - Jim Savage
U.S. Army Medical Research Institute of Chemical Defense - Jim Savage
U.S. Army Research Laboratory - Joe Rocchio
U.S. Army Evaluation Analysis Center - Dave Brown/Joe Knox/Steve Clark
TECOM Legal Council - Dave Brown/Joe Knox/Steve Clark
Harford Community College - Rusty Stephens
Harford County Government - Denise Carnaggio
Cecil Community College - Denise Carnaggio
Northeastern Maryland Technology Council - Denise Carnaggio

14. The eighth working/planning group meeting is scheduled for 09 Feb 98 at the Heat Center.

15. The meeting concluded at 1145.

/s/
STEPHEN C. CLARK
S&T Board Coordinator